

**SHERMAN BOARD OF EDUCATION**  
SHERMAN, CONNECTICUT 06784  
**MAINTENANCE COMMITTEE MEETING - OCTOBER 12, 2021**  
**MEETING HELD VIA ZOOM**  
**12:30 PM**

The Maintenance Committee meeting of the Sherman Board of Education was called to order by Mr. Laughlin at 12:31 PM on October 12, 2021.

**1. PRESENT**

For the Board:	Mr. Laughlin, Mr. Vogt, Mr. Neunzig, and Mrs. Seeger
Administration:	Dr. Melendez, Mrs. Coonan, and Mr. Lombardozzi

**2. DISCUSSION**

The meeting began with a brief discussion about Policy 9321 applying only to Regular Meetings, notwithstanding that clarification provided by Dr. Melendez Mr. Laughlin requested the meeting be recorded.

Dr. Melendez then reviewed two options for expeditiously executing a roof repair project as approved by the Board of Education at a Special Meeting held on September 29, 2021. He noted that all bids received were still valid and an award could be made to the lowest bidder for the "Alternate 1" scope outlined within the procurement documents or a new procurement could be reissued entirely.

Discussion took place regarding those options, with the consequence of a new procurement being a lengthy process preventing expeditious repair, and a potential consequence of awarding to the lowest bidder related only to material availability and installation timing constraints. He outlined the possibility that should the specified product not be available, there was the potential to issue a change order once a contract had been awarded allowing a comparable substitute material to be used that may be more readily available.

Funding for a repair project was also discussed, Dr. Melendez outlined the position of counsel that while the approved motion stated an amount not to exceed \$575,000 for the "repair and renovation of the roof at Sherman School", the presentation provided at the time of funding approval made reference to replacement. The Committee concurred with the opinion of counsel and Dr. Melendez that previously appropriated funds should not be used and a new request should be made.

Assessment of the problematic roof areas was also discussed as well as the Gardner Company, Inc. providing three options, two long term replacements that were warrantied, and a shorter term repair which was not. No concerns about imminent failure outside of leaking were noted.

Mrs. Coonan provided the bid amounts for the "Alternate 1" repair scope which included United Roofing at \$211,380, Barrett, Inc. at \$191,800, Silktown at \$149,300, and Imperial Company at \$142,900.

Mr. Laughlin made a motion to recommend the Board of Education award a repair bid for the "Alternate 1" scope to Imperial Company for an amount slightly higher than their submitted bid

of \$142,900 to appreciate the potential that a more readily available substitute material may need to be utilized. Mr. Vogt and Mr. Neunzig concurred.

**3. ADJOURNMENT**

Meeting adjourned at 12:50 PM

Respectfully submitted,  
Tim Laughlin  
Chair, Maintenance Committee